



Fire & Rescue Services ITO

MINUTES OF THE INDUSTRY TECHNICAL ADVISORY GROUP

**Mainzeal Building, 181 Vivian Street, Level 2, WELLINGTON
Thursday 18 November 2010**

Present: Bruce Stubbs – New Zealand Fire Service
Denis Fitzmaurice – NZPFU
Ian Millman – National Rural Fire Authority
Lindsay Golding – Department of Conservation
Ian Potts - NZDF
Alex Tait – MCDEM
Dave Jack – FRFANZ
Phil Wishnowsky – Forest Owners Association

In attendance: Martin MacLean – Quality Manager
Bill Robertson – CEO
Leigh Maddock – Moderator
Phil O’Brien – Resource Developer
Maria Reynecke – Administration Assistant
Sam Cottle – Development Advisor

Apologies: Jane Pierard – MCDEM
Brian Davey
Glen Mackie
Brian Cartell
Liz Hamilton

1. Welcome and Introduction

Martin MacLean opened the meeting and thanked everyone for their attendance.

Apologies were accepted.

2. Confirmation of previous minutes and matters arising

TAG Minutes accepted.

Moved: Lindsay Golding
Second: Denis Fitzmorris
Carried

TAG matters arising

- Knots, Lines and Ladders at NZQA
- Letter to Local Government to request a representative for ITAG was sent; received letter back stating that Clinton Naude will be representing Local Government

3. CEO Update

The report included:

- Update on re-negotiating of FRSITO Investment Plan
- An increase in funding in 2012
- Only 70 credit per annum will be funded for Trainees – FRSITO has requested an exemption from TEC
- There will be no more funding for RPL from 2011; RCC will continue
- Membership fees will be changing, this will be put to the board in November

4. TEC Funding – Operational Policy

- Changes were outlined including the policies regarding the 70 credit per annum maximum, and removal of RPL funding
- Schools may be eligible for industry training but will not be funded

5. Pan ITO Strategic Training Plan – Ashley Chisholm

- Strategic Planning focuses on Emergency Management Sector
- Five ITOs have been interviewed regarding this as well as a survey that was available on the FRSITO website
- The main focus of the survey is to identify overlaps in qualifications and to unify some areas where ITOs to work together
- Martin has Ashley's contact details if anyone would like to have a look at the survey

6. Qualifications Update

- Feedback has been received regarding the qualification review, although it is minimal
- Biggest concern is that minimal feedback came from the Rural Sector
- Another concern is that the time delay is creating risks for volunteers/trainees
- Vege L2 feedback has been positive, but there is some uncertainty regarding the Vege L4
- Martin presented a slideshow on the NZQA targeted review of qualifications, prepared by Josh Williams from the ITF
- The new design rules have not been released yet by NZQA (they were due 31st October)

Action Point: Sent out letter/email to Regional Rural Fire Committee Chairs and Managers Rural Fire regarding the lack of feedback, and requesting their input by 3rd December. This was sent by Sam Cottle (FRSITO) and Ian Millman (NRFA).

7. Unit Standard Update

- The new knots and lines and ladders units are with NZQA, as is 3270.
- Three first aid units (6401, 6402, 6403) are expiring and being replaced by two new units (26551 and 26552)

8. Resource Development Update

- Some completed assessment material now available to registered assessors
- Evidence guides are available on the FRSITO website
- Much more coming through the moderation process
- Rural alignment project resources completed although there have been difficulty accessing them on the NRFA website. NRFA commented that there are difficulties with their website
- Martin will investigate FRSITO hosting these resources electronically
- Helicopter safety training video is being prepared from footage taken for Just the Job TV segment

Action Point: Sort out all resources for trainees on the website as well as online order form

9. Driving Requirements

- New Zealand Forest Owners Association prefers for unit 3267 to allow for simulation and failing that to delete it
- FRANZ also prefer allowing simulated drives for assessment
- NRFA supports the position of the rural fire industry on this unit

- NZFS support the retention of the status quo (no simulation) but would be happy for the creation of another unit for rural fire
- Bill Robertson had discussed with Trevor Brown the NZFS TSC agreement from their last meeting. This appeared to differ from the understanding of Bruce Stubbs and Denis Fitzmaurice. It is important there is clarity on the NZFS organisational position; Bill requested a copy of the full minutes of this meeting to provide clarity. There is concern that differing NZFS positions are being tabled at ITAG.
- FRSITO would be unlikely to be able to register a new driving unit on the framework as it would too similar to the current unit
- FRSITO could investigate moving 3267 to the S&I domain

Action Point: NRFA are creating a national training standard for driving emergency vehicles. FRSITO will work with NRFA to identify unit standards that may meet these requirements.

10. General Business

- AAG's and LAG's have been removed from FRSITO website. Assessors can contact Leigh in the Wellington office for any information they require

The TAG Meetings for 2011 are scheduled for **THURSDAY** March 17th, July 21st, November 17th

Martin MacLean thanked the members for their attendance.